

OCONEE COUNTY LIBRARY BOARD

January, 2012 updated 1.9.2012

<u>NAME/ADDRESS/PHONE</u>	<u>OCCUPATION</u>	<u>APPOINTED BY</u>	<u>TERM EXPIRES</u>
Janet Stratton 1471 Lane Creek Road Bogart, GA 30622 706-310-0153 <u>strattj98@yahoo.com</u>	Finance Committee Personnel Regional Board 2012-2013 RETIRED	Bd. Comm. in 2005	Dec. 31, 2014
Deann Craft 242 Hodges Place Bogart, GA 30622 770-725-7295 <u>dusty1ga@yahoo.com</u>	Intellectual Freedom 2012-2013 BOOKKEEPER	City of Bogart in 2007	Dec. 31, 2011
Scott Gordon 1070 Princeton Lane Watkinsville, GA 30677 706-769-9771 (h) 706-769-5685 x. 1306 (w) <u>sgordon@oconeeschools.org</u>	Dir. Of Curriculum & Instruction 6-12 Oconee Co. School District Finance 2012-2013	Bd. Of Ed. 2011	Dec. 31, 2015
Patricia Hallow 1151 Crabapple Circle Watkinsville, GA 30677 706.310.0880 706.424.2182 (c) <u>pathallow@bellsouth.net</u>	Liaison to OCLF Intellectual Freedom 2012-2013 REALTOR	Bd. Comm. in 2010	Dec. 31, 2014
Brian Hawkins 1021 Apalachee Trace Bishop, GA 30621 678-425-6381 (W) 706-310-9303 (H) 706.340.1078 (c) <u>bhawk8@hotmail.com</u>	Verity Bank, Winder CFO Chairman All committees 2012-2013	Bd. Comm. in 2007 renewed 2012	Dec. 31, 2016
Kelly Holt 1200 Oconee Forest Drive Watkinsville, GA 30677 706-769-9617 <u>kholt@uga.edu</u>	Secretary Intellectual Freedom Finance Regional Board 2012-2013 UNIVERSITY OF GEORGIA LIBRARIAN	Bd. Comm. in 2010	Dec. 31, 2014

Board members are appointed for five-year terms by the government agencies. Officers and committee members serve for two-year terms. Current term is 2012-2013. In July of 2013, the Board will form a nominating committee to nominate officers and committee members for the 2014 – 2015. This slate of officers will be presented at the October, 2013 meeting, elected, and begin terms of office in January, 2014. (Bylaws of Oconee County Library Board.)

approved 4/9/2012

Oconee County Library Board
Minutes of the Quarterly Meeting

January 9, 2012

The meeting of the OCLB was called to order by Chair Brian Hawkins. Members present included Penny Mills, Philip Brown, Brian Hawkins, Janet Stratton, Kelly Holt, Debbie Wagner, Robert Wyatt, Pat Hallow, and Scott Gordon. Absent were Deann Craft and Susan Brodrick. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner. Brian Hawkins called for the approval of the October minutes. The minutes were approved without corrections.

PUBLIC COMMENT

There were no public comments to report.

Jackie was asked if her staff received comments about the revised hours. She stated people have called to ask when the library will be open, but no problems.

BRANCH MANAGER'S REPORT

HUMAN RESOURCES ITEMS

Molly Moore, new Young Adult Coordinator, started on October 5. Mary Wood, the former Young Adult Coordinator, left on October 10.

Mary Ann Mauney's last day was October 6.

Lindsay Coleman accepted the 17 hour part-time position and Cris Gieszler was hired for 12 hours per week. The Oconee Library is now fully staffed.

OCONEE

October

The Haunted House presented by the Young Adult staff and teen volunteers was a huge success. Over 500 visitors enjoyed the "Alice in Wonderland" themed event.

The Clarke-Oconee Genealogical Society and the Oconee County Library hosted an October 8 Seminar with Bob David who used court, estate, and deed records to begin Civil War research. Thirty-three people were in attendance.

November

Jackie Elsner created an Eagle Tavern gingerbread house, with Star Wars invaders, for an Oconee County Library Friends fundraiser. Tickets were sold for \$1 with proceeds going to purchase new children's books.

December

The Children's Area presented Lee Bryan's "That Puppet Guy" Holiday Fa-la-la Puppet Show on December 5th. This was sponsored by the Oconee County Library Friends.

The Young Adult Area had the first Winter Break Kick-Off Party on December 21 from 7 pm to midnight. Forty-three teens had pizza, participated in a scavenger hunt, created a talent show, and enjoyed a concert by local Athens band, The Werewolves. This event was planned by Lonna Vines and Molly Moore and was very successful!

Oconee County installed new fixtures in the handicapped access bathrooms at the Oconee County Library in hopes of reducing chronic plumbing problems.

Oconee County is also looking to purchase new outside book bins for the library.

BOGART**October**

Tricky Teen Treats, organized by Andy Hollums, had thirteen participants.

November

Rani Akmal volunteered to present a Diwali celebration program on November 9 at the Bogart Library. She brought food, crafts and stories.

Cynthia Jameson took her White Table Veteran's Day program to 469 people at Malcolm Bridge, Colham Ferry, High Shoals, and Rocky Branch Elementary Schools. Grades 4 and 5 participated.

Jackie and Cynthia began weeding the picture book collection.

Jackie discussed the weeding process and also discussed the Better World Book bins used at other libraries. A decision will be made by Public Works if Oconee County will participate.

December

Cynthia Jameson took a Christmas storytelling program to Oconee County Primary School, Colham Ferry Elementary School, Rocky Branch Elementary School, and Malcolm Bridge Elementary School for ten programs. 943 students attended!

DIRECTOR'S REPORT

Kathryn began by commending the Oconee County staff for all that they have done this past year.

Kathryn and Art Zimmerman spent an hour talking to Chuck Williams about our issues. Our library system is under the Board of Regents. Kathryn talked to two of the Regents (Doreen

Poitevint and Larry Walker) about the 2% budget reductions that the Governor has asked for this year. Because Athens has been under construction, several positions have not been filled. That will need to change once the construction has been completed. Kathryn felt it was a good meeting and that the Regents had a good understanding of what we need.

Library Varsity Hot Dog Day is January 26, 2012 at the State Capitol. Contact Kathryn if you would like to go.

As far as the budget, we are in good shape. Our gift account is healthy and our fund equity is very healthy.

Circulation statistics are a little lower than last year, but overall things are going well.

FRIENDS OF THE LIBRARIES REPORTS

Oconee County Library Friends

The Oconee County Library Friends donated a check for \$25,000 (the proceeds from the 2011 used book sale) to the Oconee County Library on October 15.

At the Annual Volunteer Appreciation Dinner, November 14th at Dominick's Restaurant, the Oconee County Library Friends honored 24 volunteers.

On December 15th, the Oconee County Library Friends held a staff appreciation lunch for the Oconee and Bogart Library staff.

Bogart Library Friends

The Breakfast with Santa had 148 attendees. Christmas fund raisers totaled \$206.29.

OLD BUSINESS

Committee Assignments

Committee assignments have been completed. If you would like to switch committees or join another committee, please let Brian know.

NEW BUSINESS

There is a vacancy on the Oconee County Library Board with the resignation of Art Zimmerman. If you know anyone interested, please direct them to the Application for citizen Advisory Boards on the [Oconeecounty.com](http://www.oconeecounty.com) website.

<http://www.oconeecounty.com/OCWeb2009/BdCommissioners/AdvisoryBoardApplication2010.pdf>

Budget Preparation

The library will submit its budget request in February. More information will be available before the April Meeting.

Strategic Planning

Kathryn needs volunteers to look at strategic planning for the library. The volunteers will meet with representation from the county and will meet with library staff for input. Several members volunteered.

The Board looked at the Library Service Responses list of priorities and discussed which priorities are important in our community. The Board members were asked to pick their top two priorities and we would concentrate on those. The top two priorities were 1.) Early Literacy and 2.) New materials.

A town hall meeting is being considered and a survey will be created to see what the community suggests.

The next meeting of the Oconee County Library Board is scheduled for April 9, 2012 at 4:30 p.m. at the Bogart Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

approved April 25, 2012

**Minutes of the Oglethorpe County Library
Board of Trustees
January 18, 2012**

Present: Chairman Tom Gresham, ARLS Director Kathryn Ames, ARLS Extension Coordinator Donna Brumby, Branch Manager Tiffany Speed, Brenda Yeany, Charles Dyer, Howard Shapiro, Gloria Gabriel, Jean Westmacott, Judy Arnold, Brenda Moody, Commission Chairman Billy Pittard

Call to Order: Tom Gresham

Approval of April Minutes: Motion by Gloria Gabriel, 2nd by Brenda Yeany

Public Input: none

Friends of the Library: Please refer to the third page of the Branch Manager's Report titled "Friends of the Library". Tom reported that the Friends met on January 8, 2012 and the current president is Anita Turenne. At the meeting they made motions to continue to donate money to the library including \$3,000.00 to purchase books which is the proceeds from the last two book sales. The Friends are currently working with the county to find some storage space to store the books to free up the small amount of storage space that is available at the library. They have decided to have a \$5 stuff a bag spring book sale that will be held March 1-3, 2012 with February 29th being setup day and March 4th being the clean up day. Tom once again urged all Board members to become active members of the Friends and help at least 1 day with the next book sale. The Friends will also donate the \$600 for the library to participate in the Summer Reading Program and funded the yearly copier contract of \$380.37. Donna Brumby did acknowledge that the \$3,000.00 could not have come at a better time as the library was completely out of money to purchase any new books. Tom did inquire as to how much it cost the library to purchase a new book. Donna responded that on average an adult fiction book averages \$21.00, children's books average \$15.00, and DVDs are a little more due to the cost of getting them "shelf-ready". Judy asked about the cost of eBooks and Donna averaged the cost at \$25.00 although there is a very wide range of cost value depending on the particular eBook. Judy asked where the funding for these eBooks came from and if anyone could donate monies toward the purchase of them. Mrs. Ames clarified that the funding for these eBooks comes from our State Materials Grant where the region pays \$7,500.00 to participate in the consortium. The Athens Clarke County received a gift last year which enabled them to purchase an additional \$10,000.00 worth of downloadable books that are available to anyone who is a patron of the region but are not open to everyone in the state.

Branch Manager's Report: Please see attached. Mrs. Ames did notice that the year end number for circulation had a typo. The report shows 11,296 which is actually the total for the last quarter. The actual year end total is 45,144 circulated materials for 2011. Gloria inquired as to what the patron count actually counted the persons or visits. Jean clarified that this is the visits number. Jean also suggested setting up a the Wishlist Tags on

display during the Friends spring book sale which would allow people who purchase books to also look at purchasing a book to go into the library's circulation materials.

Regional Reports: (Green Sheet) Mrs. Ames said that we are now at 50% of the budgeted year and that you can see that funds are now coming in. We did receive a rebate for our telephone which looks on the budget as if we are over budget on our telephone, but the eRate checks come at strange times and this will help offset the cost. In Oglethorpe County we receive an 80% discount on our phone bill which is based on the number of students in the county schools that receive free lunches. She does expect that the building maintenance will be over budget for the year and did mention that this was something we should have adjusted the budget for last year. Mrs. Ames did say that one area that has to be watched extremely closely is wages and benefits which is currently under budget due to the turnover of employees recently and Tiffany working about 80 hours/week. She expressed her appreciation for Tiffany's dedication to the job. Jean did inquire if there was any way to make the children's position job a more stable position. Mrs. Ames stated in order to offer a full time position; it would cost the Board about 35% which is about \$40,000.00. If the positions are kept at 17 hours or less, we only pay Social Security which allows the library to remain in operation since currently we cannot afford full time positions other than the manager. Jean also suggested offering a position with fewer hours but that would still give the employee a benefits package. However, Mrs. Ames stated the problem there would be by the time you take the employee's share of the cost of benefits out of their paycheck where they are making barely above minimum wage, they are actually making less than what they would earn on a part time basis. Mrs. Ames did agree that, when we can afford it, a priority should be to offer a full time children's position. Mrs. Ames did mention that we must keep one month operating expense and have to include the value of Tiffany's accrued leave so we still have about \$15,000.00 in the reserve account. Donna did state that the \$3,000.00 donated by the Friends is not reflected in the gift total because the gift was received after the report was printed.

Mrs. Ames reviewed the 440 something pages of the Governor's Budget which did not have any good news for public libraries. There are no construction projects for public libraries at all. There is also an additional 2% reduction for public library materials and operations funds. At the last Regional Board meeting, members had to struggle with an \$18,500.00 reduction and if this proposed budget passes we will have about the same amount reduction to deal with next year. Mrs. Ames stated that Clarke County has asked for her to propose a 5% budget reduction for next year. She is hoping not to hear anything from the Oglethorpe County Commissioners about reducing the budget although realistically we may still hear that we must cut the budget further. She did urge all Board Members to speak with any legislators they may know and mentioned that the Varsity hot dog day on Thursday, January 26th at the Capitol. All legislators have been invited and this event is sponsored by the Georgia Council of Public Libraries.

Mrs. Ames did mention that with the construction in Athens that the meeting rooms will not be available for Regional Board meetings this year. Therefore, Oglethorpe will have the opportunity to have a Regional Board Meeting here. Mrs. Ames feels that Madison

County will host the April meeting and Tom suggested that Oglethorpe look at the July meeting. Gloria Gabriel stated that when the Board decides to have the Regional Board meeting members of the local Board should provide some refreshments and represent Oglethorpe County well.

Patron Registration Form: Mrs. Ames reported that the revised application form that was approved by the Regional Board has been at the printers. It was decided to use up the old ones as a means to save money. Board Members unanimously complimented the revised form as well as the Parent's Guide that will be handed out when a parent registers their child for a library card.

Left Turn Lane into Library off of U.S. 78: Tom has been in communication with Commissioner Pittard who has been in communication with the GADOT, but there has not been a firm resolution in this matter. Tom has been waiting for a phone call from Mr. Jimmy Smith who is a district engineer with the DOT.

Revision of Constitution and Bylaws: Mrs. Ames reported that GPLS will be putting out a new manual in a couple of month with a couple of changes. One of the changes states that any city or county funding agency who provides regular support for the library would have to have a Board Seat. Mrs. Ames stated that she was waiting on the final edition of that manual before the Board revises their constitution and bylaws. There was discussion about Tom accepting to serve an additional term as Board Chairman; however his 5 year term to serve on the Library Board expires on April 30, 2012. Tom agreed to serve an additional 5 year term on the Board. Mrs. Ames stated that Tiffany will need to send a letter to the County Commissioner stating that Tom's term will be expiring and he is eligible for reappointment.

Commissioner Pittard's Report on County: Mr. Pittard expressed his concern with the escalating utility cost at the library; however HVAC techs from D&D found some existing problems with the heat. He stated after the next couple of months, the county would be able to see if these repairs would help with the rising cost. Mr. Pittard had a meeting with Mr. Jimmy Smith from DOT discussing the turn lane concerns and stated Tom could anticipate hearing from Mr. Smith. Per Tom's suggestions, all members present at the meeting introduced themselves to Mr. Pittard.

The County will be getting together a website committee to update the existing site. Mr. Pittard stated that he would need county employees to help compare to other websites they are familiar with and come together to make the county website impressive for businesses or people who may be relocating to this community to access prior to the actual first visit to the county. He also welcomed anyone else who would like to be a part of this update to let him know.

Mrs. Ames thanked Mr. Pittard for the continued support from the County. Commissioner Pittard also thanked everyone in the room stating that the county receives compliments on behalf of the library. Mr. Pittard stated his appreciation for the library, commenting on the valuable services we provide to the community.

Brenda Yeany commented to Mr. Pittard on the great improvement that the outside lights have added to the building.

Mr. Pittard also inquired as to how the paving of the road behind the library was working out. Tiffany and many Board members expressed the vast improvement to the dust and noise that the dump trucks were previously causing. Tiffany also mentioned that patrons who were previously complaining about the dust that settled on the cars when they parked in the parking lot have ceased. Tiffany also informed Billy that she receives a lot of compliments about the improvements to the parking lot and front entrance to the library.

Next Meeting: Wednesday, April 18, 2012 at 4pm

Adjournment: Charles Dyer made motion, 2nd Gloria Gabriel by and meeting was adjourned.

*approved 7/9/12
(regional copy)*

Oconee County Library Board

Minutes of the Quarterly Meeting

April 9, 2012

The meeting of the OCLB was called to order by Chair Brian Hawkins. Members present included Penny Mills, Philip Brown, Brian Hawkins, Janet Stratton, Debbie Wagner, Robert Wyatt, Susan Brodrick. Absent were Kelly Holt, Pat Hallow, Scott Gordon, and Kasey Gray-Moore. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner. Brian Hawkins called for the approval of the January minutes. The minutes were approved without corrections.

PUBLIC COMMENT

Janet Stratton reported patron complaints about the new book return cart. It is too tall for drivers of sedans to reach. The Board instructed the Branch Librarian to check cost of smaller book return bin and report in July.

BRANCH MANAGER'S REPORT

See report attached.

DIRECTOR'S REPORT

Kathryn began by announcing National Library Week. April 10 is Library Staff Appreciation Day. She stated that more people are reading than ever before.

She reported the Georgia Assembly voted approval of state construction funds for the Royston Public Library for FY13. Governor Nathan Deal has called for a study on the future of libraries before he will approve any future state library construction funding. The Georgia Assembly voted 2.25 million for Maintenance and Repairs to libraries in FY13: new roofs, new HVAC systems, or life safety issues are examples of items this money covers. A state budget reduction of 2% will continue in FY13, but the State reimbursed Athens Regional Library System for one of the FY12 2% reductions. Materials state allotment has increased for 4 cents per capita to 9 cents per capita. Senators Jack Hill of Reidsville and Frank Ginn of Madison County were 2012 Georgia Assembly advocates for library funding.

Kathie reminds Board members that the books of the Athens Regional Library System are open for review. Members with questions can make an appointment with Mamie Simonds. Quarterly Financial Reports show 91.92% of projected revenues received. Outstanding are allotments from City of Watkinsville and City of Bogart. They were invoiced March 15, 2012. Expenditures are 73% of projected. Equipment purchases currently are not spent. Typically the library waits until the last quarter to make these purchase decisions.

The Oconee County In-Behalf expenditures are at 83.6%, at the end of third quarter.

The Gift accounts for Watkinsville and Bogart have funds available.

FRIENDS OF THE LIBRARIES REPORTS

Oconee County Library Friends

Bogart Library Friends

See Attached reports.

OLD BUSINESS

Kasey Gray-Moore joined the Library Board, appointed by Oconee County Board of Commissioners. Her term will serve through 2016.

Brian Hawkins will contact City of Bogart regarding a new Bogart representative to the Library Board.

NEW BUSINESS

Jackie requested permission to close the Oconee County Library for the Watkinsville Fall Festival, Saturday, October 20, 2012. Janet Stratton made the motion, and Susan Brodrick seconded. Motion passed.

Strategic Planning: Kathryn Ames reconfirmed Strategic Planning committee members: Debbie Wagner, Janet Stratton, Robert Wyatt, and Brian Hawkins. She will convene a committee meeting soon, and also consult with staff at both libraries. Other Board members are welcome to join this committee.

Priorities identified by the Board at the January meeting, listed in rank: "Create Young Readers: Early Literacy," "Stimulate Imagination: Reading, Viewing, and Listening for Pleasure," "Connect to the Online World: Public Internet Access," and "Understand How to Find, Evaluate, and Use Information: Information Fluency."

FY13 Budget: Brian updated the Board about the presentation of the FY13 budget request to the Oconee Board of Commissioners. Additional funds were requested to cover increase in Teachers Retirement System, and to cover the costs of transferring funds from the reserve.

Susan Brodrick reported a visit with Mayor of Watkinsville, Charles Ivie. He confirmed the City's intention to allocate \$11,000 to the Library in FY13, keeping the allotment the same as FY12. Susan Brodrick and Jackie Elsner will attend the May City of Watkinsville Council meeting to make the formal request.

Philip Brown and Jackie Elsner will attend a May Oconee County School District regular meeting to formally request the \$20,000 FY13 allotment.

Jackie will attend a City of Bogart Council meeting to request FY13 funds.

Kathie Ames has placed an expanded building for Bogart Public Library on the state construction list. It is number 31 on that list.

The meeting was adjourned at 5:50 p.m.

The next meeting of the Oconee County Library Board is scheduled for July 9, 2012 at 4:30 p.m. at the Oconee County Library.

Respectfully submitted, Jackie Elsner and Janet Stratton, standing in for Kelly Holt, Secretary,

OCLB

approved 10/8/2012

Oconee County Library Board
Minutes of the Quarterly Meeting

July 9, 2012

The meeting of the OCLB was called to order by Chair Brian Hawkins. Members present included Penny Mills, Brian Hawkins, Janet Stratton, Kelly Holt, Debbie Wagner, Kasey Gray-Moore, Robert Wyatt, Pat Hallow, and Scott Gordon. Absent were Philip Brown and Susan Brodrick. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner. Brian Hawkins called for the approval of the April minutes. The minutes were approved without corrections.

Kasey Gray-Moore was officially welcomed to the Committee.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

HUMAN RESOURCES ITEMS

Carrie Norris started as the Children's Summer Student Assistant (12 weeks) on May 14
Lindsay Coleman resigned her part-time position on May 3 to take a full-time job
Cris Geiszler moved from the 12 hour position to the 17 hour position in May
Debra Laquidara started on May 30 in the 12 hour position

BRANCHES

Some of the highlights from the Branch Manager's report included the continued success of the Children's programs at the Oconee and Bogart branches. These programs are always well attended. In addition, the programs that the library takes to the area schools are well received.

Several programs for young adults and teens were offered by both branches. Again, these programs were well received.

The Summer Reading Program has 1426 children registered in Oconee and 294 children registered in Bogart.

The Oconee Rotary Club awarded the Libraries a literacy grant to purchase e-readers and MP3 players for check-out. Once a policy has been set by the Regional Library Board, these items will be available at both branches.

DIRECTOR'S REPORT

Kathryn reported that the Oconee Library has a budget surplus of \$7,000 to be carried over into next year's budget. Any money left over at the end of the fiscal year always rolls over into next year's budget.

The construction on the Athens main branch will shift at the end of July. Everything will move to the new part of the building to allow for construction in the old part of the building.

The Athens branch will have seven RFID self-checkout stations at the main entrance of the library in the near future. These stations will cut down on the number of clerical staff at the library.

Kathryn also shared a handout describing the health insurance increases and how these increases will affect the libraries in the Athens Regional Library System.

FRIENDS OF THE LIBRARIES REPORTS

Donations are being accepted for the annual Friends of the Libraries Book Sale.

A 20 x 20 storage building will be constructed behind the Oconee County Library to store items for the annual sale. Oconee SPLOST funds will pay for the construction. This will reduce the cost of renting storage pods to hold the items each year.

OLD BUSINESS

Strategic Planning Committee

Brian stated that the Strategic Planning Committee is continuing to focus on the three main priorities: early literacy, public access, and information literacy.

NEW BUSINESS

FY 13 Budget

All agencies passed the amount promised for the library. We do not foresee any cuts for this fiscal year.

Currently, the library does not have a method for accepting donations to the library online. This is something that is in the works via Paypal.

Regional Library Board Member Appointment

With the resignation of Janet Stratton from the Library Board, a member is needed to represent Oconee County on the Regional Library Board. The next meeting is at the Oglethorpe County Library. Brian asked for a volunteer by the end of the week. Robert is contemplating the position.

Finance Committee Appointment

Kasey will take Janet's place on the Finance Committee.

Recognition of Janet Stratton

Janet Stratton announced that she would be resigning from the Library Board to spend more time with her horses. Brian thanked her for her service to the Board and to the community. Riding on the Autism Spectrum, a book about autistic children and how horseback riding can assist in their therapy was purchased and a bookplate recognizing Janet was placed in the front cover.

The next meeting of the Oconee County Library Board is scheduled for October 8, 2012 at 4:30 p.m. at the Bogart Public Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

Oconee County Library Board
Minutes of the Quarterly Meeting

October 8, 2012

The meeting of the OCLB was called to order by Vice-Chair Susan Brodrick. Members present included Robert Wyatt, Debbie Wager, Susan Brodrick, Kelly Holt, Brian Hawkins, Scott Gordon, Deann Craft, and Adam Cain. Absent were Philip Brown, Penny Mills, Pat Hallow, and Kasey Gray-Moore. Brian Hawkins and Scott Gordon were running late. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner.

Adam Cain was officially welcomed to the Committee.

The minutes from July 2012 were approved without changes after Brian Hawkins arrived. They were not approved earlier, because we did not have a quorum.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

HUMAN RESOURCES ITEMS

Debra Laquidara resigned from the 12 hour per week position. Sarah Colombo (formerly the part-time Adult Services Coordinator) accepted a full-time position in Louisiana. The summer student Children's intern finished her internship on August 1. Only one applicant has applied for the Adult Services Coordinator position posting.

Julian Martin joined the staff as the 12 hour per week position on September 18.

Jackie Elsner attended the Oconee County Department Heads meeting on September 19, where Jeff Benko (new Oconee County Manager) introduced his philosophy and outlook on county management. Support of developing skills of county workers was part of his philosophy.

BRANCHES

X The Oconee Children's Area celebrated the end of the Summer Reading Program with an outdoor party on July 28. 320 people enjoyed the Star Wars re-enactors, created street art, and enjoyed doughnut holes provided by Baskin-Robbins/Dunkin' Donuts.

X The Summer Reading Program was a success with 1,589 (Oconee) and 317 (Bogart) children participating. Numbers of attendees at library programs for children were also notable with 5,204 (Oconee) and 3,237 (Bogart) attending.

Movies on the Lawn in July attracted at total of 50 teens for six different showings. The Anime party has the highest single event attendance of 24 people.

1589
317
1906
total

5204
3237
8441
lib prog

Adult programming included genealogy classes and eight computer classes. The July screening of Carving Up Oconee attracted 53 adult attendees.

At the Bogart library, Andy Hollums led 12 teens in a Zombie Cupcakes party.

Julie L. Cannon visited the Oconee County Library to discuss her new novel, Twang with 55 guests attending.

Brian Hawkins and Jackie Elsner met with the new Oconee County School Superintendent, Dr. Jason Branch, on August 7.

- X The Oconee County Facilities Dept. is preparing a SPLOST-funded project list for the libraries. The projects under consideration are a DVD book drop bin for Bogart (\$1354), landscaping for the Oconee Library (no quote as of this meeting), new exterior signage for Oconee Library (\$4950 + \$1257), and some interior painting at the Oconee County Library (no quote as of this meeting). The storage building behind the Oconee County Library will be built by county facilities staff. The concrete slab has been completed.
- X In the past 10 months, libraries staff identified losses of \$4325 in DVD purchases and processing. The library is moving to a system where the DVDs are kept behind the desk and only the box is available to the public.

DIRECTOR'S REPORT

Kathryn reported that the Oconee County Libraries budget is in good shape.

November 12, 2012 9am-12:30pm

There will be a video conference for staff development day. The focus will be on customer service. All libraries will open at 1:00 pm that day.

Kathryn also asked that if we encounter any legislators, please try to talk about the need for more bandwidth in addition to the lack of funding for materials.

There will be a meeting of the Friends of Georgia Libraries, October 19 in Fayetteville. The theme is Meeting the Needs of 21st Century Libraries.

During the Clarke County strategic planning meeting, there was talk about more community outreach. There are two mobile labs (courtesy of the Regional Development Committee) the libraries could use. What if one was parked in Farmington? Bogart? What programs do people need? If we have an idea for the use of the mobile lab, please send it to Kathryn.

The state library meeting will be on Thursday evening in Spout Springs (right outside of Gainesville). One of the items on the table will be "What does the state library need to provide to the state?" More bandwidth – a statewide need.

FRIENDS OF THE LIBRARIES REPORTS

✕ The annual Used Book Sale netted roughly \$23,027 before expenses. The Oconee County Friends Board will vote later in the fall as to how much they will contribute to the library.

The Library Board was extremely appreciative of all of the efforts of the Oconee County Library Friends. The Board recognizes all of the work that goes into the sale and how much the Friends do for the libraries. An official appreciation letter to the Oconee County Library Friends will be sent.

Friends of the Bogart Public Library continue to run their Used Book Store next to City Hall in Bogart. They donated \$200 for book purchases in September. They friends also raised \$238.80 for library activities. The Bogart Fall Festival is back for 2012.

There was discussion about the promotional materials for the annual Used Book Sale. Many people did not see the advertisements placed in local newspapers. The library website is updated at the end of the month, so information may not be available in advance on the website.

OLD BUSINESS

Strategic Planning Committee

Donna Brumby explained the strategic plan sheet with the four goals and ideas from the Oconee County Library staff. The budget for the strategic plan has not been finalized yet. Brian wanted to add to goal 4 and include a customer satisfaction measure.

Are we going in the right direction? This is to be discussed at the next meeting – the Board was asked to think about this issue. If there are any questions, please email Jackie or Kathryn.

NEW BUSINESS

Welcome!

Adam Cain was welcomed to the Board and Deann Craft was welcomed back as the Bogart representative.

Retirement

Cynthia Jameson will retire on March 31. She is currently the supervisor of the Bogart Library. A position description/salary is currently being worked on. Salary issues will need to be looked at to be competitive. Outreach and people skills are expected.

FY14 Bogart

We will need to prepare a request stating what we need to reopen on Saturdays in Bogart. That is what the community wants. The Board suggested to move forward with this idea, and also giving Bogart the option of closing on Monday and reopen on Saturdays.

Committees

Brian asked Adam and Deann if they were interested in Library Board committee work, please let him know.

The next meeting of the Oconee County Library Board is scheduled for Jan. 14, 2013 at 4:30 p.m. at the Oconee County Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

approved 1/14/13

Oconee County Library Board

Minutes of the Quarterly Meeting

October 8, 2012

The meeting of the OCLB was called to order by Vice-Chair Susan Brodrick. Members present included Robert Wyatt, Debbie Wager, Susan Brodrick, Kelly Holt, Brian Hawkins, Scott Gordon, Deann Craft, and Adam Cain. Absent were Philip Brown, Penny Mills, Pat Hallow, and Kasey Gray-Moore. Brian Hawkins and Scott Gordon were running late. Also present were Kathryn Ames, Donna Brumby, and Jackie Elsner.

Adam Cain was officially welcomed to the Committee.

The minutes from July 2012 were approved without changes after Brian Hawkins arrived. They were not approved earlier, because we did not have a quorum.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

HUMAN RESOURCES ITEMS

Debra Laquidara resigned from the 12 hour per week position. Sarah Colombo (formerly the part-time Adult Services Coordinator) accepted a full-time position in Louisiana. The summer student Children's intern finished her internship on August 1. Only one applicant has applied for the Adult Services Coordinator position posting.

Julian Martin joined the staff as the 12 hour per week position on September 18.

Jackie Elsner attended the Oconee County Department Heads meeting on September 19, where Jeff Benko (new Oconee County Manager) introduced his philosophy and outlook on county management. Support of developing skills of county workers was part of his philosophy.

BRANCHES

The Oconee Children's Area celebrated the end of the Summer Reading Program with an outdoor party on July 28. 320 people enjoyed the Star Wars re-enactors, created street art, and enjoyed doughnut holes provided by Baskin-Robbins/Dunkin' Donuts.

The Summer Reading Program was a success with 1,589 (Oconee) and 317 (Bogart) children participating. Numbers of attendees at library programs for children were also notable with 5,204 (Oconee) and 3,237 (Bogart) attending.

Movies on the Lawn in July attracted a total of 50 teens for six different showings. The Anime party has the highest single event attendance of 24 people.

Adult programming included genealogy classes and eight computer classes. The July screening of Carving Up Oconee attracted 53 adult attendees.

At the Bogart library, Andy Hollums led 12 teens in a Zombie Cupcakes party.

Julie L. Cannon visited the Oconee County Library to discuss her new novel, Twang with 55 guests attending.

Brian Hawkins and Jackie Elsner met with the new Oconee County School Superintendent, Dr. Jason Branch, on August 7.

The Oconee County Facilities Dept. is preparing a SPLOST-funded project list for the libraries. The projects under consideration are a DVD book drop bin for Bogart (\$1354), landscaping for the Oconee Library (no quote as of this meeting), new exterior signage for Oconee Library (\$4950 + \$1257), and some interior painting at the Oconee County Library (no quote as of this meeting). The storage building behind the Oconee County Library will be built by county facilities staff. The concrete slab has been completed.

In the past 10 months, libraries staff identified losses of \$4325 in DVD purchases and processing. The library is moving to a system where the DVDs are kept behind the desk and only the box is available to the public.

DIRECTOR'S REPORT

Kathryn reported that the Oconee County Libraries budget is in good shape.

November 12, 2012 9am-12:30pm

There will be a video conference for staff development day. The focus will be on customer service. All libraries will open at 1:00 pm that day.

Kathryn also asked that if we encounter any legislators, please try to talk about the need for more bandwidth in addition to the lack of funding for materials.

There will be a meeting of the Friends of Georgia Libraries, October 19 in Fayetteville. The theme is Meeting the Needs of 21st Century Libraries.

During the Clarke County strategic planning meeting, there was talk about more community outreach. There are two mobile labs (courtesy of the Regional Development Committee) the libraries could use. What if one was parked in Farmington? Bogart? What programs do people need? If we have an idea for the use of the mobile lab, please send it to Kathryn.

The state library meeting will be on Thursday evening in Spout Springs (right outside of Gainesville). One of the items on the table will be "What does the state library need to provide to the state?" More bandwidth – a statewide need.

FRIENDS OF THE LIBRARIES REPORTS

The annual Used Book Sale netted roughly \$23,027 before expenses. The Oconee County Friends Board will vote later in the fall as to how much they will contribute to the library.

The Library Board was extremely appreciative of all of the efforts of the Oconee County Library Friends. The Board recognizes all of the work that goes into the sale and how much the Friends do for the libraries. An official appreciation letter to the Oconee County Library Friends will be sent.

Friends of the Bogart Public Library continue to run their Used Book Store next to City Hall in Bogart. They donated \$200 for book purchases in September. They friends also raised \$238.80 for library activities. The Bogart Fall Festival is back for 2012.

There was discussion about the promotional materials for the annual Used Book Sale. Many people did not see the advertisements placed in local newspapers. The library website is updated at the end of the month, so information may not be available in advance on the website.

OLD BUSINESS

Strategic Planning Committee

Donna Brumby explained the strategic plan sheet with the four goals and ideas from the Oconee County Library staff. The budget for the strategic plan has not been finalized yet. Brian wanted to add to goal 4 and include a customer satisfaction measure.

Are we going in the right direction? This is to be discussed at the next meeting – the Board was asked to think about this issue. If there are any questions, please email Jackie or Kathryn.

NEW BUSINESS

Welcome!

Adam Cain was welcomed to the Board and Deann Craft was welcomed back as the Bogart representative.

Retirement

Cynthia Jameson will retire on March 31. She is currently the supervisor of the Bogart Library. A position description/salary is currently being worked on. Salary issues will need to be looked at to be competitive. Outreach and people skills are expected.

FY14 Bogart

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Committees

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Respectfully submitted, Kelly Holt, Secretary, OCLB

approved 1/14/13

**Oconee County Library Board
Finance Committee Meeting
December 12, 2012**

Present: Robert Wyatt, Penny Mills, Brian Hawkins, Kelly Holt, Scott Gordon, Kacey Gray-Moore, Donna Brumby, Mamie Simonds, and Jackie Elsner.

Brian Hawkins called the meeting to order at 5:02 PM

Bogart Funding

Jackie announced that the Bogart City Council request needs to be "concrete." The library needs to say "we want you to do this." Jackie also discussed the timing of the request. The request needs to be made at the first meeting in January (January 7, 2013 at 7 PM). We need to stress how the patrons of the Bogart Library want their Saturday hours back.

Jackie wants to make it clear how much the Oconee County Board of Commissioners does for the Bogart Library and create some kind of visual (chart?) to show them.

It also needs to be made clear that the amount of \$7,313 to allow the library to reopen on Saturdays is not a one-time expense. This will be an annual commitment.

Robert Wyatt suggested that Bogart citizens voice an opinion on this matter. We could recruit citizens and possibly have someone from the schools.

Brian will ask Deann Craft to attend the Bogart City Council meeting in January and speak as the Bogart representative. The Oconee County Library Board must have a presence, not just Jackie.

There is also an increase in health insurance for employees. This will affect current funding of the libraries.

SPLOST – Oconee County

We will ask the Board of Commissioners for SPLOST funds to pay for several facility-related projects.

DVD Bin: DVD return bin for Bogart Library. (\$1,343.00)

Signage: Remove the brick sign and replace with illuminated sign with letterboard. (\$6,816.00)

RFID: Self check out for patrons in Watkinsville and Bogart. (\$55,495.00)

Landscaping: County is interested in upgrading the landscaping of facilities. (\$23,268.00)

Painting: Painting the work areas of the Oconee County Library. (\$6,700.00)

Renovations: The Talking Book Center will return to Athens. The area would be renovated for large print items and westerns. These areas are used mostly by older patrons, many who have mobility problems. Shelves would be more like wall shelving in Children's Department. The low shelves would be moved to the Young Adult Department. (\$9,904.00)

Total request for funding: \$103,526.00)

Wes Geddings (Oconee County Finance Director) will help Jackie to package these requests to present to the Board of Commissioner. Jackie will set up a meeting to run this by Wes in the near future.

If anyone has any more suggestions, please let Jackie know.

The Finance Committee will present the results of this meeting to the entire Library Board in January.

Respectfully submitted,

Kelly Holt

Oconee County Library Board Secretary/Finance Committee

December 14, 2012

approved 1/14/13

**Oconee County Library Board
Intellectual Freedom Committee Meeting
December 12, 2012**

Present: Debbie Wagner, Robert Wyatt, Deann Craft, Penny Mills, Brian Hawkins, Kelly Holt, Adam Cain, Pat Hallow, Donna Brumby, and Jackie Elsner.

This meeting was called to discuss a Request for Reconsideration of Library Materials that was filed on November 13, 2012. The book in question: Spiderman : The Amazing Story is a juvenile "Beginning to Read Level 1" book which is located in the Children's section of the Oconee County Library. The patron felt that the illustration on page 26 was "not appropriate because it sexually objectifies the young woman, presents an impossible-to-achieve body image for young girls, teaches young boys that women are sexual objects and is far too sexually suggestive for 3 to 8 year old children. It is simply inappropriate for this age group." The patron recommended that the library remove the book.

Brian Hawkins called the meeting to order at 4:33 PM and reminded the committee that we needed to discuss not only the illustration in question, but the entire book.

Discussion began about the book in question. The book has been checked out 57 times this year. Many on the committee felt that the kids reading the book probably didn't notice the illustration in question. There wasn't anything sexually explicit about the illustration. It was drawn in typical comic book style and matched the style of the other illustrations in the book. One committee member had her grandchildren (2 girls, ages 8 and 9) read the book and they didn't even notice the picture. The committee also discussed how sometimes parents might see things that children wouldn't even think of. If the parents find a book objectionable, they do not have to check it out.

Brian called for a vote on whether to change where the book is shelved.

Robert Wyatt moved to keep the book where it is in the library.

Penny Mills seconded the motion.

All committee members voted unanimously to keep the book where it currently is in the library.

The Intellectual Freedom Committee will present the results of this meeting to the entire Library Board in January.

Respectfully submitted,

Kelly Holt

Oconee County Library Board Secretary/Intellectual Freedom Committee

December 14, 2012